



## **PSC MEETING MINUTES OF NOVEMBER 16, 2022**

In attendance: John Struzziery  
Brian Kiely  
Mike McDonough  
Cathy Joaquim

Commissioners:: Rick Mattila, Chair  
Peter Pyclik, Vice-Chair  
Andrew Grosso  
B. Scott Taylor  
Paul Norton

Meeting called to order @ 5:03 p.m. by Rick Mattila.

### **Welcome New Members**

The Sewer Commission welcomed two new members: B. Scott Taylor and Paul Norton. Scott and Paul introduced themselves, told of their backgrounds, and why they chose to serve as a Commissioner.

### **Overview of Sewer By-Laws and Policies**

Rick provided the new commissioners an overview of the sewer by-laws and policies. The main responsibilities of the Sewer Commission are to review and set policies as well as establish sewer use rates.

#### **a. Discussion of Property Transfer Policy**

The property transfer inspection policy was approved at the June 9, 2022 Sewer Commission Meeting. This policy would require property owners to contact the Sewer Department thirty (30) days prior to the closing to begin the property transfer inspection. The Sewer Department would look for a tie card for the property. If there was no tie card, the seller would have to call a drain cleaner to do a CCTV (Closed Caption Television) inspection of the sewer line from the house. The seller would then provide the Sewer Department with the inspection video, surface photos, and tie card information for review. If any sewer service defects are found that are considered significant, the seller would have to contract with a Town approved license installer to remedy the defect before the closing of the property. No CCTV inspection would be necessary for properties that the Sewer Department had a tie card for. The policy was to be implemented starting in January 2023.

The Town Manager requested a delay in the implementation of this policy so a review of the fiscal viability, as well as the effectiveness, of a system-wide camera inspection of laterals could be done to identify all defects and their locations. As of today, 30% of homes in Hull do not have tie cards. Tie Cards show where the sewer pipes are for the residence. Most of that 30% are in the older neighborhoods such as Bay Street, Allerton Hill and the Village. The majority of older pipes are clay pipes which are susceptible to roots and breakage.

There was discussion of a lateral launch. The Sewer Department has to do more research as well as reach out to contractors to see about pricing and viability to do the launch since most of the

older pipes are smaller than the newer 8 inch pipes. There is concern that the lateral launch cannot be done in pipes smaller than 8 inches. If the lateral launch is viable, Scott suggested that only some of the older areas be done first to see if it is successful. If it is, then the launch can be conducted in the other areas that are without tie cards. If the launch or testing is not successful and it is not financially feasible to conduct, the Sewer Department will let the Commissioners know. The Commission can then decide to fully implement the policy that was approved in June 2022.

#### **Meeting Minutes of June 9, 2022**

Peter accepted the minutes as submitted. Rick seconded. The minutes were unanimously approved.

#### **FY23 Financials Review**

The Commission received the FY23 Update of the Operational Budget as of October 31, 2022 as well as the Financial Summary of Sewer Capital Projects as of October 31, 2022. Peter asked for a memo to be submitted with the financial spreadsheets going forward to fully explain the budget, the projections, capital projects updates, etc. The other Sewer Commissioners agreed.

#### **Capital Projects Update**

John told the Commission that the HVAC Project is the biggest capital project we have going on right now.

The Influent Project was just awarded to Barletta Construction. The contract still has to be signed. Barletta has let the Town know that they do expect long lead times for some of the parts of the project. Unfortunately, this is true for most projects in all towns and cities lately.

The EPA is still working on getting the government's grant website ready for people to submit their applications. The Sewer Department is hopeful that the website will be activated by spring and the \$2M will be available then to start the bidding on the project.

Brian is completing the FEMA Earthen Berm grant application. The submission deadline for this grant is December 5<sup>th</sup>.

The Conservation Department was awarded the Hampton Circle Resiliency Grant. The Sewer Department is working closely with Conservation on this project because of the pump station that is there.

#### **New Business**

Rick, as the chairman of the commission, received a letter from the Town requesting a Sewer Commission member join the Climate Adaptation Committee (CAC) which will start meeting soon. Rick is already a member of the Hull Clean Energy and Climate Committee and his schedule will not allow him to also attend the CAC meetings. Peter and Scott both expressed an interest in joining the Committee. Peter was selected to join the CAC as the representative for the Sewer Commission. Scott will be Peter's back up if he is not able to attend a meeting. Scott Taylor made a motion to accept the selection. Paul Norton seconded the motion. The vote was unanimous.

John provided updates to the Pump Station 9 Assessment on Harborview Road as well as the United Water lawsuit.

Peter made a motion to adjourn the meeting. Paul seconded the motion. The meeting was adjourned at 6:32.